

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Management Staff

DATE: 24 September 1957

FROM : Chief, Suggestion Awards Staff

SUBJECT: Report for the Killian Committee, May - September 1957

Recent Suggestion Awards Staff accomplishments worthy of consideration for your Killian Committee report include:

On 1 May 1957 this Staff had on hand 260 active cases. Of these, 25 are still being considered and 8 are undergoing extensive tests in and outside the Agency.

Since 1 May this Staff has adopted 43 suggestions, paying awards totaling \$12,135.00 based on the estimated first year's savings of \$172,086.00 plus extensive intangible benefits. Among these emphasis may be placed on the following:

\$8,500.00 awarded the three combined suggestions proposing a revised intelligence reporting and dissemination technique.

\$2,000.00 awarded for a technical development for a sensitive project.

\$525.00 awarded for the development and installation of a complex production control device.

\$300.00 awarded for a special treatment for processing Negative Engraving.

The responsibility placed upon the Executive Secretary to resolve those proposals not considered legitimate suggestions has helped to reduce the backlog.

Increased coordination of the program activities with all elements of Management Staff has been effective as a Management tool.

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